

MEMO# 10998

May 20, 1999

JUNE 30, 1999 COMMITTEE MEETINGS

[10998] May 20, 1999 TO: DIRECT MARKETING COMMITTEE No. 9-99 SALES FORCE
MARKETING COMMITTEE No. 9-99 RE: JUNE 30, 1999 COMMITTEE MEETINGS

As we previously informed you, the next meetings of the Investment Company Institute's Sales Force Marketing Committee and Direct Marketing Committee will be held on Wednesday, June 30, 1999 at the Institute offices in Washington, DC. The Sales Force Marketing Committee meeting is scheduled to run from 9:30 am to 12:15 pm. The Direct Marketing Committee meeting is scheduled to run from 1:30 to 4:15 pm. Preliminary agendas for both meetings are enclosed. We will also hold a joint luncheon for members of both committees from 12:15 to 1:30 pm. Julie Domenick, Executive Vice President of the Institute, will present a "Washington Scene Update" during the luncheon. Committee members also are invited to attend an optional networking dinner at 6:30 pm on Tuesday, June 29th at the restaurant Vidalia, which is located at 1990 M Street, NW, Washington, DC (Telephone: 202/659-1990). Although there is no charge to attend the Committee meetings or joint luncheon, there is a \$50 fee to attend the dinner. To register for the dinner, luncheon, and Committee meeting(s), please complete and return the attached registration form as soon as possible. If you plan to attend the optional dinner, please enclose a check for \$50. A block of rooms has been reserved at the Washington Capital Hilton (16th and K Streets, NW; Phone: 202/393-1000 or 800/HILTONS) for meeting attendees. To obtain the special room rate of \$195 per night at the Capital Hilton, please make your reservation by June 8, 1999 (mention that you will be attending an Institute meeting when making your reservation). If you have any questions about the meetings, please call me at 202/326-5883 or send an email message to brenner@ici.org. We look forward to seeing you in June. Linda Brenner
Director, Operations and Training Enclosures INVESTMENT COMPANY INSTITUTE Sales Force Marketing Committee Direct Marketing Committee Washington, DC June 30, 1999
Registration Form N a m e :

y : _____ C o m p a n y : _____ Telephone: _____
_____ I will attend the:

Sales Force Marketing Committee Meeting (June 30, 9:30 am - 12:15 pm) _____ Direct
Marketing Committee Meeting (June 30, 1:30 - 4:15 pm) _____ Joint Luncheon and
"Washington Scene Update" (June 30, 12:15 pm - 1:30 pm) _____ Optional Dinner at
Vidalia (June 29, 6:30 pm; please enclose \$50 registration fee) _____ Please check here
if you require special services due to a disability. _____ Please return this registration
form to: Carlos Gomez Investment Company Institute 1401 H Street, NW Suite 1200
Washington, DC 20005-2148 202/326-5866 (Phone) 202/326-5853 (Fax) gomez@ici.org

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